

**CUMBERLAND COUNTY EDUCATION FOUNDATION
EDUCATION MINI-GRANT PROGRAM**

Sponsored by Progress Energy and the Junior League of Fayetteville

The Cumberland County Education Foundation is pleased to announce we are currently accepting applications for Education Mini-Grants 2009!

What is the Education Mini-grant program?

The Educational Mini-grant program is designed to enrich the quality of education in public schools located in the Cumberland County and Fort Bragg school systems. Our goal is to support, encourage, and recognize teachers who are creative in their teaching, thus inspiring children to achieve.

Who may apply?

Any classroom teacher expressing the desire to be creative and wanting to enhance the quality of student education through the use of special equipment, manipulatives, or instructional materials may apply. **Grants are awarded on merit.** All schools (located in Cumberland County and Fort Bragg public school systems), grade levels, and subject areas may apply. A school may submit as many applications as desired; however, a teacher may submit only one application per school.

When is the deadline for submitting applications?

Applications are now available from the CCS Grants office or online at www.ccedfoundation.org. **The deadline for submitting applications is November 13, 2009.**

How much money is available?

Grant funds will be awarded on three levels:

Level I - Up to \$275: funds for an individual teacher

Level II - Up to \$750: funds for team teaching or an entire grade level

Level III - Up to \$1500: funds for departmental initiatives or efforts that will reach several grade levels or the entire school.

Note: \$5,000 in funding will be awarded to support energy education and/or renewable energy projects.

What are the requirements?

All applicants must submit a cover page and application to the Cumberland County Education Foundation by the designated deadline. **All applications must be typed. All recipients will be required to submit a report and accurate receipts for all funds spent by the designated deadline.**

"We hope to touch the lives of as many children as possible for as long as possible."

**CUMBERLAND COUNTY EDUCATION FOUNDATION
EDUCATIONAL MINI-GRANT APPLICATION
COVER PAGE**

Instructions

Grants are to be submitted in one name only. Teachers are limited to applying for one grant only. **Please type your response to the questions listed below (12pt font minimum please.)** Answer all questions and staple your application together. Fancy folders and paper clips are not necessary. **One copy of this cover page must accompany 6 copies of your grant application in order to be considered for funding.** For additional information, contact the Cumberland County Education Foundation office at 221-8800.

• **DO NOT include your name, the name of your school or any identifying reference in the body of the grant application to ensure objectivity during the grant review process.**

Deadline

Applications must reach the Cumberland County Education Foundation office no later than **5 p.m. on November 13, 2009**. Postmarks will not be considered. No exceptions. Applications should be sent to:

Education Mini-grants Committee
Cumberland County Education Foundation, Inc.
P.O. Box 2882
Fayetteville, NC 28302

Or hand-delivered to:

308 Green Street
Suite 208
Fayetteville, NC 28301

Applicant's Name _____

Date Submitted _____

School _____

Email Address _____

Please indicate if your grant is an ENERGY/RENEWABLE ENERGY grant: YES NO

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1. **Describe your Project:** Please address the following: What do you plan to accomplish? Which students/grade(s) will be affected? Why do you want to do this project? Identify the best practices that the project will use. (Best practices are models that have been proven to be successful). Describe how your project will be unique and serve as a model for other classrooms or schools.
2. **Description of Students:** Provide a description of the target students, including the number of students that will be served THIS year.
3. **Objectives:** What do you expect to happen? What kind of changes do you expect the participants to demonstrate as a result of this grant? The objectives should be realistic in terms of methods used, staffing, space, time and student involvement. The objectives should include expected outcomes and the expected outcomes should be desirable products that can be obtained from proposed activities.
4. **Method of approach:** How will the objectives be attained? What specific activities are planned? Plans must be practical and related to the objective.
5. **Evaluation:** How will you determine if the objectives have been met? How will the effectiveness of your plan be verified? Expected outcomes should be clearly stated/ demonstrated. (If your objective is to "increase students' love of reading", how will you quantify and report success? Track number of books students borrow from classroom library, increased participation in reading circle, etc.)
6. **Budget:** The maximum grant amount is \$275 for Level I, \$750 for Level II and \$1,500 for Level III. (How much will each item/activity cost? **Itemize your budget and show the total cost.** The proposed budget should be 1) in keeping with the level of effort needed to accomplish the projected objective(s) and 2) reasonable in relation to the value of the anticipated results. If additional funding is needed to accomplish this activity, how will these funds be secured?)



Helpful Hints for Completing your Grant Application!

- Remember to type your application and answer all questions.
- Include ONE copy of the cover page. Be sure to include your email address in case we need to contact you.
- Be sure to include 6 copies of your grant. Otherwise, your grant will not be considered.
- DO NOT include your name or the name of your school anywhere in the body of your application. The grants committee reviews each grant application on its merits only. Including your name, the school name, mascot or team name or even the principal's name in the body of the application will disqualify your grant application.
- Be sure to clearly state the number of students who will benefit from the grant this year.
- If you choose to hand deliver your application please note that Cumberland County Education Foundation is located at 308 Green Street. Green Street is located off Ramsey Street or off Hay Street at the Market House. We are located upstairs in the Cumberland Community Foundation Building; which is directly across the street from the post office. The FRONT entrance (facing Green Street) is open from 9-5 Monday - Friday.

- Please DO NOT deliver your applications to Cumberland Community Foundation (CCF). It is confusing, but CCEF is located UPSTAIRS. There will be a box and signage outside our office if you should deliver it after hours. Your application will be safe if placed in the box.